



DOCUMENT REVIEW REQUEST

In an effort to ensure that all contracts, leases, and agreements are processed for signature in an efficient and timely manner, please complete the information below, check all that apply, and provide a copy of this checklist along with the document(s) being submitted for review.

Please submit requests for review to City Attorney @ legalreview@nrhtx.com

CONTRACT / LEASE / AGREEMENT:

Vendor / Other Party Name: TXDOT Department: Police

Description of Purchase: N/A - no purchase being made

Description of each document submitted for signature:

- 1) Supplemental agreement to MUA
- 2) _____

Is this product/service being procured through a cooperative agreement or an agreement executed by another entity ("piggy-back")? ☐ Yes ☒ No. If yes, please describe the cooperative agreement below and provide a copy for review.

Description of Cooperative Agreement: _____

Proposed Term of the Contract: _____

Anticipated Contract Amount: _____

Requested date for Council Action: _____

☒ N/A - No Council action required; contract less than \$50,000

☒ **Amendment** - If the document to be reviewed is an amendment, please include a copy of the original contract and all previous amendments.

☒ **Exhibits** - please attach all exhibits to the contract and ensure they are appropriately labeled per the contract

N/A Date Approved by Purchasing _____ (If contract is through bid or cooperative purchase)

Lauren O'Brien
Signature

10/11/2025
Date

Name: Lauren O'Brien
Phone: 87427704
Email: lobrien@nrhtx.com

For Office Use Only:

APPROVED TO FORM AND LEGALITY:

By: Bradley Anderle
Bradley Anderle, City Attorney

Comments: